

**Council Chambers, Municipal Building, Baraboo, Wisconsin**  
**Tuesday, February 25, 2020 – 7:00 p.m.**

Mayor Palm called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kent, Petty, Ellington, Alt, Kierzek, Thurow

Council Members Absent: Kolb, Plautz

Others Present: Chief Schauf, Clerk Zeman, Adm. Downing, Atty. Truman, C. Haggard, T. Pinion, K. Stieve, P. Johnson, Scott Sloan, members of the press and others.

The Pledge of Allegiance was given.

Moved by Alt, seconded by Ellington and carried to approve the minutes of February 11, 2020.

Moved by Ellington, seconded by Petty and carried to approve the agenda.

**Compliance with the Open Meeting Law was noted.**

**PRESENTATIONS** – None Scheduled

**PUBLIC HEARINGS** – None Scheduled

**PUBLIC INVITED TO SPEAK** – No one spoke.

**MAYOR'S BUSINESS**

- The Mayor congratulated and thanked Alderperson John Alt for all his work serving on the Common Council; this is John's last meeting. Thank you John!
- The Mayor recognized Penny Johnson on her retirement as Teen Services Coordinator at the Baraboo Public Library. Congratulations Penny!

**CONSENT AGENDA**

**Resolution No. 19-164**

THAT the Accounts Payable, in the amount of \$ 1,185,103.80 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Moved by Wedekind, seconded by Petty and carried that the Consent Agenda be approved-7 ayes.

**ORDINANCES ON 2<sup>ND</sup> READING**

Moved by Ellington, seconded by Alt and carried unanimously to approve the 2<sup>nd</sup> reading of **Ordinance No. 2543** approving revisions to Chapter 5, Fire Department, of the Baraboo Municipal Code.

Moved by Petty, seconded by Kent and carried unanimously to approve the 2<sup>nd</sup> reading of **Ordinance No. 2544** amending the Official Fee Schedule Fire Department permit fees.

**NEW BUSINESS - RESOLUTIONS****Resolution No. 19-165**

**Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:**

Approve the wage adjustment for Adult School Crossing Guards to \$15 per session, effective March 1, 2020.

Moved by Ellington, seconded by Petty and carried that **Resolution No. 19-165** be approved-7 ayes.

**Resolution No. 19-166**

**Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:**

That the low bids of:

D.L. Gasser	\$90,420	–	Proposal #1 – Asphaltic Paving
D.L. Gasser	\$41,200	–	Proposal #2 – Asphalt Pavement Materials
ABBS Paving	\$40,100	–	Proposal #3 – Asphaltic Patching
Concrete Service Company	\$93,400	–	Proposal #4 – Curb and gutter & sidewalk repair
Kraemer Company	\$ 6,400	–	Proposal #5 – Crushed Aggregate Base Course
A-1 Excavating, Inc	\$40,000	–	Proposal #6 – Concrete and Asphalt Crushing

Are hereby accepted and all other bids are rejected.

Moved by Wedekind, seconded by Ellington and carried that **Resolution No. 19-166** be approved-7 ayes.

**Resolution No. 19-167**

**Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:**

THAT the purchase of a new 2020 Freightliner SD114 chassis and a 2020 Henderson Body/Universal Truck Plow Equipment at a combined cost of \$170,479.00 is hereby approved.

Moved by Alt, seconded by Ellington and carried that **Resolution No. 19-167** be approved-7 ayes.

**NEW BUSINESS - ORDINANCES**

Moved by Ellington, seconded by Kent and carried unanimously to approve the 1<sup>st</sup> reading of **Ordinance No. 2545** Repealing and Recreating Ordinance § 11.07.

THE COMMON COUNCIL OF THE CITY OF BARABOO, WISCONSIN, DO ORDAIN AS FOLLOWS:

1. § 11.07 will be repealed and the following will be created:

**11.07 SOLID WASTE AND RECYCLABLE COLLECTION.**

(1) SERVICE PROVIDED.

- (a) Residential Collection. The City shall cause the collection of garbage, refuse, and recyclables within the boundaries of the City from the following types of buildings:

1. Single- and Two- Family Residences. Single- and two- family residences, including any single- and two-family residences that are occupied by the owner who also operates a business on the premises, such as a home occupation, and condominiums as provided in subs. 2, below.
2. Residential Condominiums. A condominium residence located in a residential building shall be considered a residence entitled to City collection of garbage, refuse, and recyclables if the following preconditions are satisfied:
  - a. The eligible condominium residence shall be individually owned by a permanent occupant thereof. Temporary occupancy of a condominium dwelling unit by a tenant shall only be eligible for City garbage, refuse, and recyclable collection if approved by the Public Safety Committee.
  - b. The residence shall have a private entrance to the outside of the residential building.
  - c. The condominium residence shall be either a single-family condominium or located in a residential building consisting only of other residences that comply with subsections (a) and (b), above.

(b) Types of Buildings Not Receiving City Collection.

1. The City shall not collect garbage, refuse, and recyclables from the following:
  - a. All non-residential buildings, including commercial, professional, governmental, service, and industrial businesses.
  - b. All multi-family dwellings, apartments, and housing complexes containing three (3) or more dwelling units in a structure or building, except condominiums qualifying under subs. (1)(a), above.
  - c. All dwelling units in the Central Business District except one- and two-family residential buildings and one- and two- family residential buildings occupied by the owner who also operates a business on the premises.
  - d. All manufactured home parks.
  - e. Any other building that does not qualify for residential collection as provided in subs. (1), above.
2. All garbage, refuse, and recyclables generated from buildings not receiving City collection shall be collected by a private solid waste and refuse firm licensed by the State of Wisconsin Department of Natural Resources. The owner(s) or occupant(s) of any such building shall arrange for garbage, refuse, and recyclable collection with a private collection firm and shall comply with all applicable provisions of this §11.07.

(2) DEFINITIONS. Unless specifically defined herein, words or phrases used in this §11.07 shall be interpreted so as to give them the same meaning as they have at common law.

- (a) "Aluminum Container." A container used for carbonated or malt beverages or food and other non-hazardous materials that is made primarily of aluminum.
- (b) "Approved Container." A container for storage and/or collection of recyclables, garbage, refuse, and/ or solid waste approved by the Public Safety Committee.
- (c) "Bi-Metal Container". A container for carbonated or malt beverages that is made primarily of a combination of steel and aluminum.
- (d) "Cardboard." That portion of corrugated cardboard commonly used as packing boxes or containers that remain substantially in their original condition at the time of disposal such that the material is suitable for commercial grade recycling. "Cardboard" does not include the cardboard used in cereal boxes, cake mix boxes, etc., which is not suitable for recycling purposes or is in a state which makes separation unreasonable or unduly expensive, for reasons which include, but are not limited to, the following:
  1. The cardboard has been put to another use, such as a container for other wastes, and is thus rendered unfit for commercial recycling.

2. The cardboard is mixed in with commercial or municipal litter or refuse as a result of the failure of citizen or business invitees to separate cardboard from other discarded materials outdoors or in publicly accessible areas of buildings.
  3. The cardboard has been damaged or altered by any other means so as to make recycling impossible or unduly difficult.
- (e) "Container Board." Corrugated paperboard used in the manufacture of shipping containers and related products.
- (f) "Fiber Paper Product." Cardboard container board, corrugated paper, newspapers, magazines, news-print, office paper, cardboard cereal and dry goods boxes, waste paper, and other paper and card-board products.
- (g) "Foam Polystyrene Packaging." Packaging made primarily from foam polystyrene that satisfies the following criteria:
1. Is designed for serving food or beverages.
  2. Consists of loose particles intended to fill space and cushion the packaged article in shipping container.
  3. Packaging material that consists of rigid materials shaped to hold and cushion the packaged article in a shipping container.
- (h) "Garbage." Discarded materials resulting from the handling, processing, storage, and consumption of food. (See Ch. 289, Wis. Stats.)
- (i) "HDPE." High-density polyethylene, labeled by the SPI code #2.
- (j) "LDPE." Low density polyethylene, labeled by the SPI code #4.
- (k) "Magazine." Magazine publication and other material printed on similar paper.
- (l) "Major Appliance." A residential or commercial air conditioner, clothes dryer, clothes washer, dish-washer, freezer, microwave oven, oven, refrigerator, stove, furnace, boiler, dehumidifier and water heater.
- (m) "Multiple-Family Dwelling." A property containing three or more residential units, including those which are occupied seasonally.
- (n) "Newspaper." A newspaper publication and other materials printed on newsprint.
- (o) "Newsprint." That portion of newspapers or periodicals that remain substantially in their original condition at the time of disposal, such that the material is suitable for commercial grade recycling. "Newsprint" does not include the paper commonly used in the production of magazines, books, and other physical media for written material, or paper which is not suitable for recycling purposes or is in a state which makes separation unreasonable or unduly expensive, for reasons which include, but are not limited to, the following:
1. The paper has been put to another use, such as wrappings for other wastes, and is thus rendered unfit for commercial recycling.
  2. The paper is no longer flat and folded to the approximate dimensions of its original condition.
  3. The paper is mixed in with commercial or municipal litter or refuse as a result of the failure of citizen or business invitees to separate newspapers from other discarded materials outdoors or in publicly accessible areas of buildings.
  4. The paper has been damaged or altered by any other means so as to make recycling impossible or unduly difficult.
- (p) "Non-Residential Facilities and Properties". Commercial, retail, industrial, institutional and governmental facilities and properties. This term does not include multiple-family dwellings.
- (q) "Office Paper." High-grade printing and writing papers from offices in non-residential facilities and properties. Printed white ledger and computer printouts are examples of office paper generally accepted as high grade. This term does not include industrial process waste.
- (r) "Other Resins or Multiple Resins." Plastic resins labeled by the SPI code #7.
- (s) "Person." Includes any individual, corporation, partnership, association, local governmental unit, as defined in §66.0131, Wis. Stats., state agency or authority or federal agency.
- (t) "PETE." Polyethylene terephthalate, labeled by the SPI code #1.

- (u) "Plastic Container." An individual, separate, rigid plastic bottle, can, jar or carton, except for a blister pack, that is originally used to contain a product that is the subject of a retail sale.
  - (v) "Post-Consumer Waste." Solid waste as defined herein, other than solid waste generated in the production of goods, hazardous waste, as defined in Ch. 291, Wis. Stats., waste from construction and demolition of structures, scrap automobiles, or high-volume industrial waste, as defined in Ch. 289, Wis. Stats.
  - (w) "PP." Polypropylene, labeled by the SPI code #5.
  - (x) "PS." Polystyrene, labeled by the SPI code #6.
  - (y) "PVC." Polyvinyl chloride, labeled by the SPI code #3.
  - (z) "Recyclables or Recyclable Material." Any container, paper product, or other material or product designated for recycling by the Public Safety Committee.
  - (aa) "Refuse." Means all materials produced from industrial or community life, subject to decomposition, not defined as sewage. (See Ch. 289, Wis. Stats.)
  - (ab) "Residential Building or Residence." A building or structure whose primary or principal design and use is for residential dwelling purposes.
  - (ac) "Sewage." The meaning specified in Ch. 289, Wis. Stats., shall apply.
  - (ad) "Solid Waste." The meaning specified in Ch. 289, Wis. Stats., shall apply.
  - (ae) "Solid Waste Facility." The meaning specified in Ch. 289, Wis. Stats., shall apply.
  - (af) "Solid Waste Treatment." Any method, technique or process that is designed to change the physical, chemical or biological character or composition of solid waste. Treatment includes incineration.
  - (ag) "Steel Container." An individual, separate, rigid steel can that is originally used to contain a product that is the subject of a retail sale.
  - (ah) "Waste Paper Product." Reusable paper other than newsprint and shall include by way of example, but not by way of limitation, magazines, papers, food cartons, bags, wrapping paper.
  - (ai) "Waste Tire." A tire that is no longer suitable for its original purpose because of wear, damage, or defect.
  - (aj) "Yard Waste." Such material as, by way of enumeration, but not limitation, branches, tree trunks, shrubs, grass clippings, yard and garden debris and brush, and any similar vegetative material or substance.
- (3) CITY COLLECTION REGULATIONS.
- (a) All buildings provided with City garbage and refuse collection shall be collected once per week at the time and place set forth in the published collection schedule. Recyclables shall be collected every other week. The Street Superintendent may schedule additional collections if he/she deems such additional collections are necessary in order to prevent a health or safety hazard. No collection shall be made on legal holidays, but shall be made on such date as designated by the Street Superintendent or Public Safety Committee. The Street Superintendent or Public Safety Committee shall have the authority to make regulations concerning the days of collection, location of garbage, refuse, and recyclable containers, and such other matters pertaining to the collection, conveyance, and disposal of garbage, refuse, and recyclables as he/she shall find necessary, and to change and modify these regulations provided that such regulations are not contrary to any other provision of §11.07. All garbage, refuse, and recyclables shall be placed as designated by the Street Superintendent or Public Safety Committee by 7AM on the scheduled collection day. The Public Works Department shall not be required to leave the public highway or alley for the purpose of making a collection unless directed to do so by the Public Safety Committee or Street Superintendent. Any person aggrieved by a regulation made by the Street Superintendent shall have the right to appeal to the Public Safety Committee who shall have the authority to confirm, modify, or revoke any such regulation. (2346 09/28/2010)

- (b) The City shall only collect garbage, refuse, and recyclables placed for collection in approved containers as required by this §11.07. An approved container should consist of a 96-gallon cart, which must be purchased from the City of Baraboo. A minimum of one cart for garbage and one cart for recyclables is required for each dwelling unit, unless other arrangements are made and approved by the Street Superintendent.
- (c) Each residential dwelling unit eligible for City collection shall utilize carts approved by the City of Baraboo for refuse and recycling collection. It shall be unlawful for any person and/or owner and/or occupant of a property to:
  - 1. Place any garbage, refuse, or recyclable for City collection at any location not designated or approved by the Street Superintendent.
  - 2. Fail to promptly clean up and remove litter and loose material that has not been collected.
  - 3. Place any garbage, refuse, or recyclable cart for collection on any street, alley, or other public place or upon any collection site on private property before 3 PM of the day prior to the published collection day, except upon the prior express approval of the Street Superintendent.
- (4) **RESIDENTIAL ITEMS NOT COLLECTED BY THE CITY.** Except as provided in subs. (7), below, no person shall place for City collection any of the following: (1684 03/29/93)
  - (a) All substances and materials classified as hazardous waste as defined in Ch. NR 187 Wis. Adm. Code, flash waste and other wastes generated primarily from the combination of coal or fossil fuels, foundry wastes, sludge, domestic waste from private sewage disposal systems, infectious wastes, free liquid wastes, etc.
  - (b) Toxic wastes, chemicals, explosives, and ammunition.
  - (c) Drain or waste oil or other flammable liquids.
  - (d) Paint in liquid form.
  - (e) Tires and automobile parts.
  - (f) Yard waste.
  - (g) Demolition waste and construction debris including materials from remodeling, construction or removal of a building, roadway, or sidewalk.
  - (h) Tree trunks and stumps.
  - (i) Household appliances and household furniture.
  - (j) Dead animals.
  - (k) Undrained food waste.
  - (l) Industrial waste.
  - (m) Garbage or refuse strewn by animals or vandals prior to collection.
  - (n) Stone, rubble, earth and sod. (1684 03/29/93)
- (5) **MANDATORY RECYCLING.** (1778 12/13/94)
  - (a) Purpose and Authority. The purpose of this Section is to promote recycling, composting, and re-source recovery through the administration of an effective recycling program, as provided in Ch. 287, Wis. Stats. and Ch. NR 544, Wis. Adm. Code. This Section is adopted as authorized under Ch. 287, Wis. Stats.
  - (b) Abrogation and Greater Restrictions. It is not intended by this Section to repeal, abrogate, annul, impair, or interfere with any existing rules, regulations, ordinances or permits previously adopted or issued pursuant to law. However, whenever this Section imposes greater restrictions, the provisions of this Section shall apply.
  - (c) Interpretation. The interpretation and application of the provisions of this Section shall be minimum requirements and shall not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes. Where any terms or requirements of this Section is inconsistent or conflicts with each other, the more restrictive requirement or interpretation

shall apply. Where a provision of this Section is required by Wisconsin Statutes, or by a standard in Ch. NR 544, Wis. Adm. Code, and where the Section provision is unclear, the provision shall be interpreted in light of the Wisconsin Statutes and the Ch. NR 544 standards in effect on the date of the adoption of this Section, or in effect on the date of the most recent text amendment to this Section.

- (d) Applicability. The requirements of this Section apply to all persons within the City of Baraboo, Wisconsin, including, but not limited to, owner(s) and occupant(s) of buildings not eligible for City collection.
- (e) Administration. The business of this Section shall be administered by the Street Superintendent. (2047 02/13/2001)
- (f) Separation of Materials. (See Ch. 287, Stats.) Occupants of single- and two family residences, multiple-family dwellings, and non-residential facilities and properties shall separate the following materials from garbage, refuse, and post-consumer waste:
  - 1. Lead acid batteries.
  - 2. Major appliances.
  - 3. Waste oil.
  - 4. Yard waste.
  - 5. Aluminum containers.
  - 6. Bi-metal containers.
  - 7. Corrugated paper or other container board.
  - 8. Foam polystyrene packaging.
  - 9. Glass containers.
  - 10. Magazines.
  - 11. Newspaper.
  - 12. Office paper.
  - 13. Rigid plastic containers made of PETE, HDPE, PVC, LDPE, PP, PS, and other resins or multiple resins.
  - 14. Steel containers.
  - 15. Waste tires.
  - 16. All other materials designated by the Public Safety Committee as a recyclable.
- (g) Separation Requirements Exempted. The separation requirements of Subs. (f) do not apply to the following:
  - 1. Occupants of single- and two family residences, multiple-family dwellings and non-residential facilities and properties that send their garbage, refuse, and post-consumer waste to a processing facility licensed by the Wisconsin Department of Natural Resources that recovers the materials specified in subsection (f) from solid waste in as pure a form as is technically feasible.
  - 2. Solid waste that is burned as a supplemental fuel at a facility if less than 30% of the heat input to the facility is derived from the solid waste burned as supplemental fuel.
  - 3. A recyclable material specified pursuant to subsection (f) for which a variance has been granted by the Department of Natural Resources under Ch.287, Wis. Stats., or Ch. NR 544.14, Wis. Administrative Code.
- (h) Care of Separated Recyclable Material. To the greatest extent practicable, the recyclable materials separated in accordance with subsection (f) shall be clean and kept free of contaminants such as food or product residue, oil or grease, or other non-recyclable materials, including but not limited to household hazardous waste, medical waste, and agricultural chemical containers. Recyclable materials shall be stored in a manner that protects them from wind, rain, and other inclement weather conditions.

- (i) Management of Lead Acid Batteries, Major Appliances, Waste Oil, Yard Waste, and Waste Tires. Occupants of single and two- family residences, multi-family dwellings and non-residential facilities and properties shall manage lead acid batteries, major appliances, waste oil and yard waste as follows:
1. Lead acid batteries shall be delivered by the owner to vendors who will accept lead acid batteries for recycling. Vendors may impose a charge for this service.
  2. Waste oil shall be delivered by the owner to an approved disposal center.
  3. Yard wastes shall not be collected by the City and shall be retained by the owner thereof except as may be authorized by §11.07(7) of this Code. (1785 01/24/95)
  4. Waste tires, shall be delivered by the owner to any vendor licensed for the disposal or recycling of waste tires. Vendors may impose a charge for this service.
- (j) Preparation and Collection of Recyclable Materials. Except as otherwise directed by the Street Superintendent or the Public Safety Committee, owners or occupants of each building provided with City collection of garbage, refuse, and recyclables shall do the following for the preparation, collection, and separation of the recyclable materials specified in Subs. (f): (2047 02/13/2001)
1. All items designated as recyclable material by the Wisconsin DNR and accepted by the waste transfer facility that the City delivers these item to shall be placed loose in a designated recycling bin. All items must be placed in a City- approved container for pickup, unless previously approved by the Street Superintendent or Public Safety Committee. In the event that additional storage capacity is necessary, an additional cart is available for purchase from the City of Baraboo.
  2. Office paper may be shredded and placed loosely in recycling container in paper bags in recycling container for collection.
  3. To the greatest extent practicable, recyclable materials shall be cleaned and kept free of contaminants such as food or product residue, oil or grease, or other non-recyclable materials, including, but not limited to, household hazardous waste, medical waste, and agricultural chemical containers. Recyclable materials shall be stored in a manner that protects them from wind, rain, and other inclement weather conditions.
- (k) Collection Practices. Persons who are served by the City's garbage and refuse collection service shall also place recyclable materials for pickup by the City on the same day as the scheduled day for garbage, refuse, and post-consumer waste (solid waste) collection pursuant to the every-other-week schedule for recyclable collection. To encourage proper recycling, there shall be no limit on the number of recyclables that may be placed for collection. All recyclable materials must be placed in carts approved by the City of Baraboo, unless approved otherwise by the Street Superintendent or Public Safety Committee All recycling carts shall be accessible to the collection service with a minimum of 3' spacing from all impediments, i.e. utility poles, mailboxes, street signs, other carts, structures, vehicles, etc. It shall be unlawful for any person or owner or occupant of a property to:
1. Place for collection any recyclable materials at any location not designated or approved by the Street Superintendent;
  2. Place any recyclables for collection in any street, alley, or other public place, or upon any collection site on private property before 3 p.m. on the day prior to the published collection day, except upon the prior expressed approval of the Street Superintendent.
  3. Fail to promptly clean up and remove litter and loose material that has not been collected. (1964 01/12/99, 2047 02/13/2001)
- (l) Responsibilities of Owners or Designated Agents of Multiple Family Dwellings and/or Non-Residential Facilities and Properties.



1. Owners or designated agents of multiple family dwellings and non-residential facilities and properties shall do all of the following:
    - a. Provide adequate, separate containers for recyclable materials.
    - b. Notify tenants in writing at the time of renting or leasing the dwelling or non-residential facility and property and at least semi-annually thereafter about the established recycling program.
    - c. Provide for each tenant a specific placement location for collection of garbage and refuse and a separate and specific placement location for collection of recyclable materials.
    - d. Notify tenants in writing at time of renting or leasing of reasons to reduce and recycle solid waste, which materials are recyclable materials, how to prepare recyclable materials in order to meet the processing requirements, collection methods and sites for placement for collection of recyclable materials separate from garbage and refuse, locations and hours of collection, and a contact person or company, including a name, address and telephone number.
    - e. The owner of rental property shall be responsible for violations of this Section occurring on rental property.
  2. The requirements specified in subs. (m)(1), above, do not apply to the owners or designated agents of multiple family dwellings, or non-residential facilities and properties if the post-consumer waste generated within the dwelling or non-residential facility and property is treated at a processing facility licensed by the Department of Natural Resources that recovers for recycling the materials specified in subsection (f) from solid waste in as pure a form as is technically feasible.
- (m) Prohibitions on Disposal of Recyclable Materials Separated for Recycling. No person may dispose of in a solid waste disposal facility or burn in a solid waste treatment facility any of the materials specified in subs. (f), above, which have been separated for recycling, except waste tires may be burned with energy recovery in a solid waste treatment facility.
- (n) Enforcement. For the purpose of ascertaining compliance with the provisions of this ordinance, any authorized officer, employee or representative of the City may inspect recyclable materials separated for recycling, garbage, refuse, and post-consumer waste intended for disposal, recycling collection sites and facilities, collection vehicles, collection areas for multiple-family dwellings and non-residential facilities and properties, and any records relating to recycling activities, which shall be kept confidential when necessary to protect proprietary information. No person may refuse access to any authorized officer, employee or authorized representative of the City who requests access for purposes of inspection and who presents appropriate credentials. No person may obstruct, hamper, or interfere with such an inspection.
- (o) Unlawful to Remove Recyclables. It shall be unlawful for any person to collect or remove recyclables that have been placed by any person at a designated collection site for collection. This subsection shall not apply to a City employee acting within the scope of his/her employment, or to a person under contract with the City of Baraboo. (1806 04/11/95)
- (6) **COLLECTION REGULATIONS FOR BUILDINGS NOT PROVIDED WITH CITY COLLECTION SERVICES.**
- (a) The owner(s) and/or occupant(s) of any building that does not receive City collection of solid waste, garbage, refuse, and recyclables shall:
1. Arrange for such collection by a private garbage and refuse collection firm licensed by the State of Wisconsin Department of Natural Resources.
  2. Arrange for private collection of garbage, refuse, and recyclables in accordance with the provisions of this §11.07. Such collection shall be at sufficient intervals to

protect the environment as set forth in this §11.07 and shall specifically arrange for collection services to be made at a minimum of bi-weekly provisions to maintain bi-weekly collection when a holiday falls on a normal collection day.

3. Provide a sufficient number of approved containers for the storage of garbage and refuse generated by each building and to further see to it that all solid waste, garbage, and refuse is placed in such containers.
4. Maintain all storage areas for garbage, refuse, and recyclables to be kept in a nuisance-free and odor-free condition and litter shall not be allowed to accumulate.
5. Be responsible for cleaning up litter.
6. Be responsible for assuring that all solid waste, garbage, refuse, and recyclables that are kept stored or kept outside of a building shall be placed in a covered garbage can or dumpster, inaccessible to rats, mice, vermin, or scavenging animals or birds.
7. Except where a dumpster is required, the owner of any rental residential property shall be responsible for providing a sufficient number of covered refuse containers for all tenants. Containers shall consist of metal or plastic that are fly-tight, watertight, and rodent proof, with tight-fitting lids and suitable handles, commonly referred to as garbage cans. Metal garbage cans shall be of sufficient thickness to resist denting during normal handling by the private refuse hauler. Plastic garbage cans shall consist of plastic material not damaged by freezing and not susceptible to melting.
8. Provide bulk storage containers, commonly referred to as dumpsters, for any building or premises, including buildings used for residential purposes producing solid waste, garbage, and refuse in excess of three (3) 30-gallon plastic garbage bags per week. Bulk storage containers shall be covered containers, fly-tight, rodent proof, and watertight, but may have cleanout drain plugs, constructed of heavy gauge metal or other durable material impervious to animals, capable of being emptied without hazard, and equipped with doors or covers that are tight fitting.
9. Assure that all containers used for the storage of garbage, refuse, and recyclables are well maintained and that sharp or protruding surfaces, dents, tears, and other defects which may be hazardous to the general public are immediately repaired.
10. Assure that the private collection firm properly delivers all recyclable materials to a recycling processing facility or end user of recyclables and keeps all records, as needed, to document and otherwise comply with state and local regulations.
11. Be responsible to keep records of the disposal of all solid waste, garbage, and refuse required by state law, including the identification of the private collection firm, the amount of solid waste, garbage, and refuse collection, the amount or percentage of recyclables collected, and the disposal site.

(7) REGULATION OF YARD WASTE, LEAVES AND BRUSH. (1688 04/22/93)

- (a) Yard Waste. No person shall place yard waste, defined as shrubbery, grass clippings, leaves, brush, garden waste, etc. into containers used for or containing solid waste or recycling. Yard waste shall be disposed of in a lawful manner that will not result in such waste being deposited in a facility designated for the purpose of recycling and solid waste disposal. The City may provide a location for the disposal of such yard waste specifically for residents residing within the City of Baraboo municipal borders and may provide pick up and disposal of leaves up to two times per year. The Public Safety Committee, after consultation with the Street Superintendent, shall be authorized to establish and publish the dates of such collections. At no time may shrubbery, garden waste, or earthen material (stone, rubble, earth, sod) be placed curbside for collection with leaves as part of the semi-annual cleanup. The City reserves the right to assess property owners that are found in violation of this ordinance for accrued costs related to the clean-up. The City may also assess for damage caused by unapproved materials entering leaf disposal equipment.
- (b) Brush. See §11.08(M). The City may also provide curb side brush pickup for its residents. The Public Safety Committee, after consultation with the Street Superintendent, shall be

authorized to establish and publish the dates of such collection. Curbside brush collection must adhere to standards set forth by the Public Safety Committee. Brush must be stacked in an orderly manner with cut ends facing the same direction, brush must not impede upon pedestrian walkways or city streets, brush must be free of foreign materials, including but not limited to household trash or recyclables, garden or yard waste, and lumber or other building materials. At no time may contractors place items for pickup. Brush placed curbside by contractors is the responsibility of the property owner of which work was performed. The City reserves the right to assess property owners that are found in violation of this ordinance for accrued costs related to the clean-up. The City may also assess for damage caused by unapproved materials entering the City's brush disposal equipment.

(c) Placement of Large Items for Collection Regulated

1. Except where permitted by emergency order issued by the Mayor or City Council, no person shall place yard waste for collection by the City or large items for special cleanup collection by the City in or upon any street, sidewalk, alley, public right-of-way, park, or other property of the City.
2. In addition to the penalty provided by §11.07(10), if the City collects any yard waste or large items placed for collection contrary to this Subsection, the actual cost of removal and disposal, together with an administrative fee equal to 10% of said cost, shall be charged to the property owner. If such charges are not paid by November 15 of the year they are billed, such charges, together with an additional administrative fee for collection equal to 10% of the total of such charges and fees, shall be extended on the next succeeding tax roll as a special charge against the property affected and collected in the same manner as are other taxes, pursuant to §66.0627, Wis. Stats.
3. In this subsection:
  - a. "Large Item" means any substance, material, product, appliance, furniture, junk, debris, refuse, or other discarded thing that in its original state is too big to fit in a recycling container.

(8) **OTHER COLLECTION REGULATIONS.**

- (a) No person shall place any solid waste, garbage, refuse, or recyclables for collection on any street, alley, or other public place before 3 PM of the day prior to the regularly scheduled collection day for collection by a private refuse collection hauler.
- (b) No person shall throw, place, or deposit any solid waste, garbage, refuse, rubbish, or recyclables in any street, alley, public place, tree bank or private property within the City limits except in an approved container as provided in this §11.07.
- (c) No person shall throw, place, or deposit any solid waste, garbage, or refuse in any garbage container or dumpster not owned by such person and without the permission or authorization of the owner of such container.

(9) **ENFORCEMENT.**

- (a) The Public Safety Committee shall be authorized to make regulations, standards, and schedules as necessary to make effective all provisions of this Section. Periodically, the Street Superintendent or designee shall prepare notices and distribute other information to persons and entities generating solid waste, garbage, refuse, and recyclables within the City for the purpose of informing the public about the requirements dictated by City ordinances.
- (b) In order to ensure compliance with the laws of this state and rules and regulations required in this Section, the Street Superintendent or designee is authorized to inspect at reasonable times all phases of solid waste, garbage, refuse, and recyclable management within the City. No person may refuse access to the Street Superintendent or any authorized officer, employee, or representative of the City who requests access for the purposes of inspection

and who presents appropriate credentials. No person may obstruct, hamper, or interfere with such an inspection.

- (c) In all instances where such inspections reveal violations of this Section and the regulations in this Section, or the laws of this state, the Street Superintendent or designee shall issue written notice of each such violation, stating therein the violation found, the date and time of such violation, and the corrective measures to be taken, together with the time in which such correction shall be made. Time limits set for the correction of violations shall be reasonable and consistent. The Street Superintendent or designee shall consider time needed for repairs or purchases to correct deficiencies, public health, and consistent time limits for like violations. Time limits shall not be greater than ten working days nor less than 24 hours. All such notices shall be kept in a clearly marked file and shall be available for public inspection during regular business hours.
  - (d) The Street Superintendent or designee shall promptly report all violations of this section to a police officer and a police officer shall be authorized to issue a citation to the violator. Each violation and each day a violation continues or occurs shall constitute a separate offense. Nothing in this subsection shall prevent the City from maintaining any appropriate action to prevent or remove a violation of any provision of this section. The issuance of a citation shall not preclude proceeding under any other ordinance or law relating to the same or any other matter. Proceedings under any other ordinance or law relating to the same or any other matter shall not preclude the issuance of a citation under this subsection. Whenever the Court finds a defendant guilty of a violation of this section, the Court shall be authorized to grant judgment as provided in §25.04 of this Code. (2047 02/13/2001)
  - (e) If any person, including those not provided with garbage, refuse, and recyclable collection by the City and those receiving garbage, refuse, and recyclable collection from a private contracted firm is found in violation of the collection and storage requirements of this Section and fails to comply with a notification and/or citation, the Street Superintendent or designee shall further be authorized and empowered to order a special collection to remove such violation. In addition to the penalty provided by § 11.07(8)(a), if the City makes a special collection as a result of a violation of §11.07, the actual cost of removal and disposal, together with an administrative fee equal to 10% of said cost shall be charged to the property owner. If such charges are not paid by November 15 of the year in which they are billed, such charges, together with an additional administrative fee for collection equal to 10% of the total cost of such charges and fees shall be extended on the next succeeding tax roll as a special charge against the property affected and collected in the manner as are other taxes, pursuant to §66.0627, Wis. Stats. No person shall use the special collection provisions of this Subsection to circumvent requirements for collection by a private firm.
  - (f) Any person who shall violate any of the provisions of this Section shall, upon conviction thereof, forfeit not less than \$10 nor more than \$50 for the first offense and not less than \$25 nor more than \$100 for the second offense within one year, and not less than \$50 nor more than \$500 for the third and each subsequent offense within one year. In addition to a forfeiture there shall also be imposed the Court costs and assessments as provided by §25.04(1) of this Code. The one-year period shall be measured from the date of the first violation of this section.
  - (g) In addition to the foregoing penalties, the City reserves the right to refuse collection service to any property that is in violation of one or more provisions of this Section
2. This Ordinance shall take effect upon passage and publication as provided by law.

**ADMINISTRATOR AND COUNCIL COMMENTS**

Ald. Ellington noted that Library Director Jessica Bergin is currently at St. Mary's following an emergency operation.

**REPORTS, PETITIONS, AND CORRESPONDENCE**

The City officially acknowledges receipt and distribution of the following:

- **Reports:** January 2020 Fire Dept. & Treasurer  
2019 Annual Police Dept.
- **Minutes from the Following Meetings:**

**Finance/Personnel Committee–Dennis Thurow Committee Room, #205**

**February 11, 2020**

**Members Present:** Petty, Thurow, Kent

**Absent:**

**Others Present:** Mayor Palm, Adm. Downing, E. Truman, B. Zeman, C. Haggard, T. Pinion, Kevin Vodak, Sean McNevin, members of the press

**Call to Order** –Ald. Petty called the meeting to order at 6:15 p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Thurow to approve the minutes of January 28, 2020 and carried unanimously. Moved by Kent, seconded by Thurow to approve the agenda and carried unanimously.

**Action Items**

- a) **Accounts Payable** – Moved by Kent, seconded by Thurow to recommend to Council for approval of the accounts payable for **\$4,388,355.42**. Motion carried unanimously.
- b) **Review and recommendation on request for discount of building permit fee for Jack Young Middle School project**  
Adm. Downing explained that because of an unexpected expense to extend a fire hydrant, the project is currently \$60,000 over budget. The School Board came to the City and requested that the building permit not exceed \$25,000 of the estimated permit fee of \$34,000. Adm. Downing presented the following things to consider:
  - The project has not been bid yet therefore it is unknown if the \$60,000 estimate will actually be \$60,000 over budget
  - If the City approved the discounted building permit, could the City issue a receivable to the School District and ask them to budget for the remaining \$9,000 in fiscal year 2021
  - The High School paid the full square footage permit fee, no discount was given
  - Staff is concerned with the precedence this decision will set with other developers and their future projects

K. Vodak noted that while he appreciates the concern with the precedence being set, the School District is a quasi-governmental tax exempt agency. As for the \$9,000 as a payable, the money is from the bond and not out of the general obligation fund.

S. McNevin stated that they approached the City because the \$60,000 fire hydrant on the backside of the building, was unforeseen cost in the project estimate. They were looking for ways to adjust the budget for the construction to accommodate for this. The building project has both major and minor remodels for a total estimated project cost of \$42M. He explained that they cannot go over budget with this project, they don't have the capacity of exceeding the bond; they will have to scale down on the final classroom fixtures.

Adm. Downing noted that City Engineer T. Pinion had mentioned delay payment for the permit and he could work on authorization to proceed without payment until the bids come in. T. Pinion reminded the Committee that this has been requested in the past, typically it was more in line with impact fees. T. Pinion does not recall ever reducing the permit fee.

Ald. Kent notes that it's very worrisome that they are concerned about being over budget already at this point in the project.

Ald. Petty would consider them getting the permit and hold off on the costs; however, to reduce the permit by \$9,000, this is money that could be used by the City for various items.

S. McNevin requests that City Engineer T. Pinion sit down with the general contractor and take a look at the numbers and see if there is a way to mitigate the cost this way; not necessarily cutting the cost of the permit. T. Pinion is willing to work with the architect and refine the numbers to be charged as accurate as possible.

No action taken. The building permit will be issued and T. Pinion will work with their architect to determine the permit fee. The School District will pay the permit fee based on T. Pinion's understanding of the project.

**Informational Items** – None.

**Adjournment** – Moved by Kent, seconded by Thurow and carried to adjourn at 6:37pm.

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**Baraboo Economic Development Commission Meeting Minutes****February 6, 2020**

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**I. Call to Meeting to Order and Note Compliance with Open Meeting Law**

Vice-Chair Jim Bowers called the meeting to order at 5:30 PM at the Baraboo Municipal Building, room 205, 101 South Blvd., Baraboo, WI. The meeting was noticed in conformance with Wisconsin State Statutes regarding open meetings.

**II. Roll Call**

Present: Bowers, Ayar, Johnson, Mueller, Palm, Reppen, Taylor, Walczak, Wastlund

Absent: Alt, Cafilisch, Ryan, White

Other: Kennie Downing, Patrick Cannon

**III. Approve Agenda**

Motion to approve the agenda as presented

Johnson (1); Taylor (2)

Aye: All via voice vote

Nay: None

**IV. Approve Minutes**

Motion to approve the minutes for December 5, 2019 and January 2, 2020 with minor adjustments

Johnson (1); Reppen (2)

Aye: All via voice vote

Nay: None

**V. Public Comment**

No one from the public wished to speak

**VI. Old Business****a. Updates on Development Activities**

- Mayor Palm updated on the following:
  - The State DOT will be reconstruction sidewalk ramps on HWY 113 & 136 in 2020 & 2021.
  - He served on a Review Committee for State Road projects. They had more applications than funding.
  - Bike Wisconsin will be in Baraboo in June. They will be staying at the Civic Center
  - The Chamber held an update on the local economy. There are over 1235 businesses within the zip code
  - The Mayor also attended an economic update put on by the Department of Revenue
  - The City has placed the other members of the Baraboo Ambulance District of its intention to explore other service options.
- Mr. Johnson that Ag prices are realistic and that the trade agreements will not start until later in the year.
- Mr. Taylor indicated that the banking industry is very strong at this time.
- Ms. Wastlund indicated that the CDA has granted a loan to the Al. Ringling Brewing Company.
- Ms. Mueller gave an update on the School remodeling project.
- Mr. Reppen indicated that the County has several issues that they are addressing.
- Dr. Ayar indicated that over all Higher Education is struggling with enrollment
- Mr. Bowers indicated that nothing significant has happened in the Village. He also indicated that a fundraiser was held for the homeless shelter.

**VII. New Business****a. Establishing 2020 Goals for BEDC**

The Mayor updated the Board on the areas of housing and what vacant parcels are available within the City.

The question of changing to bi-monthly meetings was approached and will be included on the agenda for the March meeting.

**VII. Update Partner Presentation Schedule**

No additional comments were provided.

**VIII. Commissioner and City Staff comments**

No additional comments were provided.

**IX. Adjournment**

Motion to adjourn the meeting was made at 6:49 pm.

Johnson (1); Taylor (2)

Aye: All via voice vote

Nay: None

**Minutes of the Public Safety Committee Meeting****January 27, 2020**

**Members Present:** Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Kennie Downing, Mayor Palm, Mark Schauf, Kevin Stieve, Emily Truman, Tom Pinion, Wade Peterson, Tony Gilman, Misty Muter, Chris Sommerfield, and Kris Jackson.

**Call to Order** - Committee Chairman Phil Wedekind called the meeting to order at 1:00 P.M. at Baraboo City Service Center. Compliance with the Open Meeting Law was noted. It was moved by Kolb, seconded by Plautz to approve the agenda as posted. Motion carried unanimously. It was moved by Plautz, seconded by Kolb to approve the minutes of the December 9, 2019 meeting. Motion carried unanimously.

**New Business**

- a. Review and recommend approval of the proposed Water Meter Reading Agreement with the Village of West Baraboo – Peterson said that after a few conversations, West Baraboo came back to the table with more reasonable requests. He said that their Attorney and the City Attorney have both looked at the agreement, and added a few small things, and they are waiting on one little part from Census, we have the verbal on that. Peterson said that the City is ready; West Baraboo still has quite a bit that they have to do. Attorney Truman said that she has no concerns. It was moved by Kolb, seconded by Plautz pending approval from the PFC. Motion carried unanimously.
- b. Review and possible recommendation to amend Chapter 5, Fire Department, of the Baraboo Municipal Code and to update the Official Fee Schedule for the corresponding permits – Chief Stieve said that this was brought back to the Committee for fees for opening burning. Attorney Truman said that this was recommended to move forward at the last meeting; however, in between Alderperson Plautz requested that it be brought back to the Committee for additional discussion regarding taking out the provision in Chapter 5.4 for Opening Burning. She said that the small changes that were requested have been incorporated. During further discussion, it was found that the new version was not incorporation in to the packet with the changes that were made. Plautz said that when someone makes the initial fee for the inspection, would there be a set date for the burn. Chief Stieve said that a date range could be incorporated with the permit. Plautz then asked if homeowners burn their leaves more than one time, would they have to pay \$50.00 each time. Truman said that it is currently set up to require a fee for each burn. Plautz felt that the initial fee would include the inspection, but did not feel that a second burn would require an inspection. Stieve said that the inspection would include travel time to the location and making sure that they meet the entire requirement for the current ordinance. He said that if they cannot do the burn in the range of the dates given, the bottom line would be that they would have to get another permit. He said what he would like to do it get rid of open burning all together, with the exception of recreational fires, and special circumstances. He feels that there are services available, such as compost site, and the City leaf pickup that people would not need to burn. Kolb feels that the fee should be kept at \$50.00 per burn. The process of the permit application was then explained to the Committee. Plautz moved to recommend amending Chapter 5 of the Fire Department Municipal Code to update the Official Fee Schedule to reflect \$50 for bon fires and opening burning permits. Kolb seconded, motion carried unanimously.
- c. Review and possible recommendation to amend the Official Fee Schedule for certain Fire Department responses – Chief Stieve state that in the packet there was a sample of a fee for traffic crash response. He said that currently the Department is working from of State Statute and insurance companies are having an issue with that. He said that the department is called out on crashes often for injuries, and sometimes just general cleanup. He said that he is looking for the Committee's feeling regarding building a fee for crash responses, possibly a tiered response, giving the residents a bit more of a break than non-residents. He said that he has received an inquiry from one of the funeral homes for lift assists with a deceased person. He said a second fee that he is asking for the Committee's support on is a technical rescue fee, more so for the Towns. After a lengthy discussion, Kolb moved, seconded by Plautz to recommend postponing for a later meeting and direct staff to continue working on this. Motion carried unanimously.
- d. Consideration of the Baraboo Fire Department's Apparatus Replacement Schedule – Chief Stieve presented the Committee the background. He said that Finance Director is working on laying out all capital equipment. He said that if the Committee would like to review the information and wait for Haggard to get all City capital equipment finished, it may be an easier process to go through, and the Committee may want more data than is provided. It was the consensus of the Committee to bring it back when Haggard has the citywide capital equipment finished.
- e. Review and possible recommendation of new City-owned street lighting installed as part of the DOT's upcoming STH 33 (8<sup>th</sup> St/8<sup>th</sup> Ave) reconstruction project – Pinion presented the background to the Committee. The DOT has asked if the Village or City would be interested in installing new streetlights. He said the lights would be City-owned as opposed to Alliant owned and would be 100% funded by the local share. He said that if the Committee would like to pursue this, he could put together budgetary figures for the next meeting. It was consensus of the Committee to have Pinion consult with the DOT for a cost estimate.

- f. Review and possible recommendation to approve a request for a Shared Lateral Agreement for temporary sewer and water lateral connection for a new professional office building at 908 8<sup>th</sup> Street for Misty Muter – Pinion presented the background for this request. He said that the suggestion of staff would be to postpone the installation of the new lateral until the installation of the reconstruction project, it would still be at the property owner's expense, but for the sake of promoting economic development with a new building on the corridor, trying to find an alternative. Mister has drafted an agreement with the neighbor, American Family Insurance who has agreed to allow them to connect to their lateral on a temporary basis. Kolb moved, Plautz seconded to allow a temporary connection to the neighbor's lateral with a positive recommendation to Council until the reconstruction of Highway 33 is done. Motion carried unanimously.
- g. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for December 2019 and January 2020 – It was moved by Kolb, seconded by Plautz to approve the adjustments/Credits for December, 2019 and January 2020 as presented. Motion carried unanimously.

### **Information Items**

- a. First draft of proposed updates to the Refuse and Recycling Ordinance to reflect current regulations – Street Superintendent Gilman presented the background to the Committee. Gilman stated in an effort to eliminate workers compensation claims and increase the efficiency, we have to start regulating and cleaning up the cart sizes and extra garbage and recycling outside of the carts. Gilman said that the 96-gallon carts would become the standard cart. Pinion said as far as an implementation date it was decided that it should be in the Spring-Summer Newsletter. Cart stickers were then discussed. Gilman said that the 35-gallon carts are too small and do not fit into the claws of the trucks correctly. It was the consensus of the Committee to eliminate the 35-gallon carts.

### **Reports**

- a. Utility Superintendent's Report – Peterson said the department will be starting up with the River crossing and the Oak Street Booster Station. He said that he has met with the Engineers with for the Highway 33 project. He said that U.S. Cellular is looking to do a significant upgrade to their equipment on the County A Water Tower. He said that water mains, laterals, and hydrants would be replaced as part of the Mound Street project.
- b. Street Superintendent's Report – Gilman said that Travis Steinke came on board December 30 as mechanic. He said we are accepting applications for a semi-skilled position to replaced employee that left. Gilman then gave the salt inventory report. He said that the department is helping Parks Department with tree removal. The Depot Street building has been removed.
- c. Police Chief's Report – Chief Schauf said that the department is actively recruiting for officers, as there have been three officers that have left or will be leaving. He has been working closely with the City Attorney regarding deferred prosecutions for kids receiving truancy citations. He said the department has an officer that participated in the Sauk County Drug Court, as a member of CJCC for Sauk County, and their National Conference is out in California, the CJCC is picking up all the cost, we just need permission to send him. The department is looking to bump up the bond for alternative side parking.
- d. Fire Chief's Report – Chief Stieve said total members is 34, one is on military leave. One significant thing the department has done has been helping the Al Ringling Theater because they lost their fire curtain; therefore, they have been on fire watch with the big performances. He said that the wages and any other costs associated with this is charged back to Al Ringling. He said training program with the Assistant Fire Chief has improved. He said two people were hired in January and two more are in different stages of the hiring process. He said that the Department is helping the County with some training on basic office safety and fire training. Stieve said the Department is PFAS free. A short discussion regarding a River Water Rescue program.

**AJOURNMENT** – It was moved by Kolb, seconded by Plautz to adjourn at 2:26 p.m. Motion carried.

### **Administrative Committee**

**February 3, 2020**

Present: Alderpersons John Alt, John Ellington and Heather Kierzek  
Absent: None  
Also Present: Mayor, Mike Palm; City Administrator, Kennie Downing; Finance Director, Cynthia Haggard; Police Chief, Mark Schauf; City Attorney, Emily Truman; and City Clerk, Brenda Zeman.  
Citizen Present: Styles Grant, Robert Hasse, Elizabeth Hudson and Justin Mortimer

The meeting was called to order by Chairman John Alt at 8:15AM CST., with roll call and noting compliance with the Open Meetings Law.

Moved by Ellington to approve the minutes of January 6, 2020, seconded by Kierzek and unanimously carried.

Motion by Kierzek to approve amended agenda, seconded by Ellington and unanimously carried.

### **Review and recommendation to the Council – Operator's Licenses.**

Chief Schauf mentioned there was nothing precluding the issuance of licenses to Brittney Saxby and Vicki Weyh and



recommended approval.

Motion to recommend to approve and move on to Council the Operator's Licenses for Brittney Saxby and Vicki Weyh by Ellington, seconded by Kierzek and unanimously carried.

In relation to Styles Grant's Operator's License, Chief Schauf stated in order for there to be a denial, there has to be a Nexus. The Nexus has to be very strong and compelling. This individual is on probation not allowing him to sell alcohol. He cannot violate his Department of Corrections (DOC) rules. Mr. Grant submitted a letter from his DOC Probation Officer as support for him being issued an Operator's License. Chief Schauf took the letter and will reach out to the Probation Officer before the next Council meeting. Chief Schauf was in favor of a conditional approval.

Motion by Kierzek Motion to recommend a conditional approval to allow the Chief to complete his investigation, seconded by Ellington and unanimously carried.

Review and recommendation to Council for excessive household animals – Robert Hasse & Elizabeth Hudson.

Cynthia Haggard began by stating that letters were sent to adjacent property owners giving them notice of the meeting today. An adjacent neighbor, Justin Mortimer, stated he didn't have a problem with the three dogs. Alderperson Alt noted that Mr. Mortimer had concerns with an aggressive dog, but that Mr. Mortimer did not have an issue with the multiple dogs.

Chief Schauf mentioned that there were two very different specific issues: One with multiple dogs and the other with dogs at large. With the later, the Police Department will address that section of the code, as needed.

Motion to recommend to approve and move on to Council the waiver for excessive household animals by Kierzek, seconded by Ellington and unanimously carried.

Review and recommend adopting a Meeting Room Reservation Policy

Chief Schauf stressed the importance of having this Policy as the demand for meeting space for this building has increased. This Policy addresses security when Civic groups are present. This policy also protects against the potential of groups preaching messages that go against City intrinsic values. In summary, this policy addresses the safety of the employees here at the City and the potential for liability.

Motion to approve and move on to Council the Meeting Room Reservation Policy by Ellington, seconded by Kierzek and unanimously carried.

Member comments

The next meeting will be Wednesday, February 26, 2020 at 8:15AM CST. Meeting location will be 101 South Boulevard.

Motion to adjourn by Kierzek, seconded by Ellington and unanimously carried. Meeting adjourned at 8:16AM CST.

**Baraboo BID Meeting Minutes**

**2/19/20**

Present: Members: Bruner, Stelling, Yount, Sloan, Marklein, Wickus, Fay, Kolb

President Fay called the meeting to order at 5:46 p.m.

Approval of December 2019 minutes: Wickus/Stelling

Adoption of Agenda: Kolb/Stelling

President: None

Secretary: None

Treasurer: Plans to meet with City Finance Director to discuss admin charges

Appearances: Garlands have been removed

Business Development: None

Finance: Will meet with City Finance Director

Parking: Mural is in progress

Promotions: Plans to meet

Old Business

Branding update: The branding committee has commissioned someone to draft articles and take pictures about our area.

New Business

1. Tabled budget amendment pending meeting with City Finance Director for more information
2. Approval of financial reports-Will discuss any future policy to approve financial reports
3. Approval of Funds for 2020 Branding Initiative \$5,000 to BACC

- a. Motion to move funds from reserves and pay invoice Stelling/Sloan
4. Annual Report-Committee Chairs reminded to draft reports
5. Committee status update
  - a. Yount on Business Development and Parking
  - b. Kolb on Parking and Business Development
  - c. Marklein Chair Business Development
6. Discussion of open BID retailer seat-Received interest
7. Approval of Vouchers:
  - a. Baraboo Area Chamber of Commerce for Branding Initiative \$5,000

**Total: \$5,000**

Approved: Sloan/Yount

- **Copies of these meeting minutes are on file in the Clerk's office:**

Police & Fire Comm.....1-20-2020, 2-8-2020 UW Campus.....01-16-2020  
Library.....11-18-2019, 1-21-2020, 2-10-2020  
BDAS.....08-28-2019, 12-4-2019, 1-30-2020

- **Petitions & Correspondence Being Referred:** None.

**ADJOURNMENT**

Moved by Petty, seconded by Wedekind, and carried on voice vote, that the meeting adjourn at 7:19pm

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Brenda Zeman, City Clerk